



VACANCY ANNOUNCEMENT

The Department of Health has a career opportunity for qualified candidates for the following position:

Title Health Systems Specialist 1 [Classified Competitive]			Salary R29 \$81,979.98 - \$116,912.67
Posting Number 288-22	Position Number 952569	Number of Positions 1	Posting Period * From: 03/22/2022 To: 04/05/2022
Location: Certificate of Need and Licensing 120 So. Stockton St., 3rd Floor Trenton, NJ 08625			Scope of Eligibility/Open to: All Departments/State Employees

GENERAL DESCRIPTION

Supervises staff and participates in research and preparations of new and revised administrative rules for Certificate of Need (CN) and health care facility licensing and inspections activities. independently reviews, analyzes, and prepares recommendations regarding legislative and policy issues and regarding certificate of need and licensure applications, conducts research regarding legislative, certificate of need, licensing and regulation development activities. Major responsibilities include review of current State and Federal legislation, review and revision of state regulations certificate of need (CN) and acute care licensure applications and rule making activities; presentation of certificate of need reviews and new/revised rules to advisory bodies; reviews and analyzes CN applications as assigned; provides correct, timely and appropriate responses to inquires from the public and their elected officials.

REQUIREMENTS (EDUCATION / EXPERIENCE / LICENSES)

EDUCATION: Graduation from an accredited college or university with a Bachelor's degree.

EXPERIENCE: Five (5) years of experience in a government or private health organization in which primary job responsibilities included health care research, health systems design, health policy development, or health law.

NOTE: Applicants who do not possess the required education may substitute additional experience as indicated on a year-for-year basis with thirty (30) semester hour credits being equal to one (1) year of experience.

NOTE: A J.D., LL.B., or Master' degree in Public Health, Public Administration, Hospital or Health Services Administration, Medical Care Administration, Social Work-Policy, Sociology, City/Urban/Regional Planning, Economics, Nursing, Nursing Administration, or related fields may be substituted for one (1) year of indicated experience.

A Doctorate in any of the above fields may be substituted for two (2) years of indicated experience.

LICENSE: Appointee will be required to possess a driver's license valid in New Jersey only if the operation of a vehicle, rather than employee mobility is necessary to perform the essential duties of the position.

IMPORTANT FILING INSTRUCTIONS

If interested in this position, you can reply in one of two ways:

- Forward the required documents electronically to:
PSTHFEL@doh.nj.gov
- Mail the required documents to:
**Christine Howley, Executive Assistant 3
Health Facilities Evaluation and Licensing
Reference Posting #288-22
New Jersey Department of Health
PO Box 367
Trenton, NJ 08625-0367**

Required documents:

- cover letter
- resume
- completed application, found at:
<http://www.nj.gov/health/forms/dpf-663.pdf>

** Responses received after the closing date MAY be considered if the position is not filled.*

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- *Newly hired employees must agree to a thorough background check that will include fingerprinting.*
 - *If you are a candidate for a position in our Public Health and Environmental Laboratories, you may be subject to pre- and /or post-employment alcohol and drug testing.*
 - *If you are a candidate for a position that involves direct client care in one of the State facilities/programs, you may be subject to pre- and/or post-employment drug testing/screening. The cost of any pre-employment testing will be at the candidate's expense. Candidates with a positive drug test result, or those who refuse to be tested and/or cooperate with the testing requirement, will not be hired.*
 - *In compliance with federal law, all persons hired will be required to verify identity and eligibility to work in the United States and to complete the required employment eligibility verification form upon hire.*
 - *In accordance with N.J.S.A. 52:14-7, the "New Jersey First Act", all employees must reside in the State of New Jersey, unless exempted under the law. If you do not live in New Jersey, you have one year after you begin employment to relocate your residence to New Jersey.*
 - **The New Jersey Department of Health is an Equal Opportunity Employer.**
 - *RESUME NOTE: Applicants who possess foreign degrees (degrees earned outside of the U.S.) are required to provide an evaluation indicating the U.S. equivalency prior to the closing date. Failure to do so may result in your ineligibility.*